



**CITY GOVERNMENT OF GINGOOG GUIDELINES NO. 1**  
**FOR THE PREVENTION OF CORONA VIRUS (COVID-19)**

Recently, President Rodrigo R. Duterte has issued Proclamation No. 922 declaring a State of Public Health Emergency to take effect until lifted or withdrawn by the President.

In addition, the DOH report on numerous COVID-19 confirmed cases in the country and with cases of local transmission, immediate precautionary measures are necessary to contain and prevent the spread of the COVID-19.

The following are the guidelines which shall be strictly followed in the City of Gingoog:

1. All Government officials, employees, barangay officials, as well as the job order hirees are instructed to clean and **disinfect their offices**, individual personal spaces, and all areas frequently used by the transacting public. Heads of offices are mandated to create a daily disinfection schedule for frequently touched surfaces inside their offices. Household cleaning agents can be used;
2. All local employees are prohibited from receiving personal visitors in their offices. Only individuals who have transactions with the city government are allowed inside the offices;
3. All offices should ensure that hand sanitizers or alcohol are readily available to the public before entering and leaving the offices. Everyone should practice regular hand washing using soap and water. Everyone is also encouraged to wear face mask.
4. Flag retreats in the local government are cancelled until the National Public Health Emergency is lifted or withdrawn. Flag raising ceremony will continue as scheduled.
5. People who have experienced shortness of breath, fever, cough, cold, and flu-like symptoms shall stay at home and have themselves checked by a doctor. For local government employees, they should bring a doctor's medical certificate that they are cleared to report back to work;

6. Employees, students, teachers and other concerned individuals are discouraged to share food and eating utensils with others during meals or snack breaks. Everyone is encouraged to bring their own reusable dining wares;
7. Head of offices of the local government may allow online and email submissions for simple documents, which include but is not limited to invitations, simple requests, and non-essential documents;
8. The public is encouraged to make follow-ups of their requests or concerns to local government offices via office telephone, mobile phones, or e-mail, if any. Offices should inform their clients of their office's telephone numbers, mobile numbers or email address and ensure that clients are promptly attended to in this mode of follow-up;
9. All foreign travels of local government officials, employees and barangay officials for leisure or vacation are hereby canceled until the National Public Health Emergency is lifted or withdrawn.
10. Lakbay Aral visits to Gingoog City or Lakbay Aral by the local officials and employees and barangay officials to other places outside Region 10 are hereby postponed until the National Public Health Emergency is lifted or withdrawn;
11. The City Health Office is hereby directed to conduct misting disinfection in public places, government offices and schools;
12. The City health Office shall ensure that Sec. 8 RA 11332 per Proclamation No. 922 shall be strictly implemented;
13. All Barangays are mandated to activate their Barangay Health Emergency Response Teams and the Barangay Rescue and Response Team (BRRT) to support the CHO and the DOH in implementing RA 11332.
14. Schools, Private Organizations, business establishments, and other offices are strongly encouraged to postpone non-essential mass gatherings until after the National Public Health Emergency is lifted or withdrawn;
15. Schools, banks, hotels, resorts, restaurants, hospitals, places of worship, buses, jeepneys, multicabs, tricycles, motorela, trisikad(pedicab), bus and van terminals, ports, civil courts, fitness gyms, recreational centers, funeral parlors, internet cafes, bars, coffee shop, public market and all other places



where people frequently gather should have their DAILY DISINFECTION PROTOCOLS for frequently touched surfaces;

16. Restaurant and other food vendors are mandated to use hairnets, masks, and gloves in food handling. Proper food handling protocols should at all times be observed;
17. Places of worship are encouraged to issue guidelines in the conduct of activities for the observance of Lenten season and other religious activities. All rituals and ceremonies pertaining to these religious activities should be done with extra precautionary measures.
18. Everyone is enjoined to review and abide by the DOH advisory pertinent to their organization.
19. Do not panic.
20. Avoid crowded place.
21. Avoid unnecessary travels outside of Gingoog City.
22. Stop spreading fake news about COVID-19;
23. If you are unwell, DO NOT GO TO WORK, DO NOT TRAVEL. Seek medical attention immediately. Provide accurate medical history to your doctors.

Please be guided accordingly.

MAR 11 2020

Done this \_\_ of March 2020 in Gingoog City.

  
ERICK C. CAÑOSA  
City Mayor